

**Bristol Parks & Recreation
Ellingwood Information Center
May 5, 2020**

Commissioners present: Clyde Pendleton, Sandra Lane, Laurie Mahan (by phone)

Also present: Lara Sargent, Candy Congdon, Pat Porter, Chad Hanna

Meeting called to order at 6:00 P.M. with the Pledge of Allegiance.

Minutes:

Clyde made a motion to approve the minutes from the April 21st meeting, Sandra seconded, and motion carried.

Lighthouse Painting Bids:

Lara presented the four painting bids that were received for painting the Lighthouse Keeper's House and Bell Tower (labor only).

Dunstan Painting: \$29,050

Doray Carpentry: \$7,200-8,000

New Harbor Marine: \$21,150

Vermont Painting: \$9,900

The group discussed qualifications and recommendations. Laurie made a motion to accept the bid from Doray Carpentry, Sandra seconded, and motion carried.

Historic Preservation Grant:

Since the Belvedere Historic Preservation Grant is due June 1st and award notification would not be received until September, the group discussed that this would not be a good grant for painting the keeper's house since this project will likely need to be started sooner. Lara asked if the Commission would like to apply for this funding to help pay for the replacement of the old Rock Schoolhouse roof. Clyde said this would be fine if we opened the parks and had the \$2,000 to put toward the roof but without knowing how Parks finances will look the Rock Schoolhouse roof replacement should probably be put on hold.

Online Merchandise:

Seth Fletcher has done a great job at setting up a Teespring account for selling Bristol Parks merchandise. So far there are many shirt designs available with choices of styles and colors. It is still a work in progress and eventually there will be more designs and merchandise added. The Commissioners viewed the online storefront and thought it looked great. Sandra made a motion to open the online storefront, Clyde seconded, and motion carried. Lara will notify Seth to open the storefront right away at Teespring.com. The link will be posted at the town website and on the Parks Facebook page.

Opening Parks:

The Commission discussed the opening dates for Pemaquid Point Lighthouse Park and Pemaquid Beach Park and ways to keep the staff and visitors safe. The commission discussed opening Lighthouse Park on Thursday May 21st. The Fishermen's Museum (and Art Gallery) could require masks and be set up in a one-way flow and only one person/family could be in each room. The Map room would have to be closed so people would not have to cross paths. Clyde mentioned the booth staff telling all visitors that a mask would be required in the Fishermen's museum and Art Gallery. Sandra suggested having masks to sell if people don't have one. The Learning Center could remain closed. The bathrooms would only have the single handicapped bathrooms opened in the back. Lara will be meeting with Lynn Martin, the workplace safety consultant, about ways to keep staff safe. Lara will be sending out an email with the safety outline that addresses COVID-19 precautions and procedures and possibly set up a Zoom meeting. The Commission would like to open the beach on Wednesday July 1st if things go well this summer. Ideas will be generated on how to keep beach visitors and staff safe and will be discussed further at the next meeting.

Weddings:

Many of the scheduled weddings for the season have been postponed to later in the season or until next year. So far, only one refund has been issued. Since the Governor's restrictions will only allow gatherings of less than 50 people through August 31st, Lara will contact wedding parties that have more than 50 attending and discuss options such as postponing

or reducing the number of people. Chairs will also need to be set up six feet apart.

Triathlon:

Due to the large number of people attending the triathlon and the gathering restrictions, the Commission agreed that the 2020 Pemaquid Beach Triathlon would have to be canceled. Lara discussed options for providing refunds to the participants who have already signed up.

Lighthouse Security Cameras Update:

Answers to the questions from the last meeting were answered. 1) Are there wireless ones? Yes, but wireless cameras are more limited and not as vivid. 2) Would a network extender allow one to be in the booth? Yes, this would probably work to get the internet across the parking lot, but a separate system would need to be installed since the wires could not be run to the booth. 3) Can they remotely be moved to look around? The cameras would not be able to be moved remotely but more cameras (up to 8 total) could be purchased so that more areas would have coverage. Clyde made a motion to purchase the cameras (two systems, one for booth and one for the Keeper's House). Sandra made a motion to install cameras after the painting has taken place, Clyde seconded, and motion carried.

Beach Pavilion Update:

The pavilion construction will be finished in the next few weeks. The pergola is mostly done. The shelf outside the snack shack needs to be done – they were waiting for the brackets. The privacy film covering over the windows needs to be put on the windows in the bathrooms. The ticket booth was moved back next to the garage. Paint was delivered to paint both the booth and garage light gray to match the pavilion. The red fence is in the process of being installed next to the pavilion and will be painted white to match the trim. The interior walls will be whitewashed. Thankfully, Sherwin-Williams is providing all paint at a 50% discount. Next week there will a punch list of the few things left to finish. Clyde mentioned that a place for the old sign needs to be determined. He thought in front of the electrical panel would be a good place to help hide it. He also suggested somewhere by the entrance. Neal had suggested keeping the space in the front for Emergency Vehicle Parking only. The Commission discussed using that space for more handicapped parking since there will be more handicapped visitors at the park.

Lara provided information on purchasing built in step stools for kids to use when washing their hands. The Step and Wash company (who provides these stools to the Olive Garden) has agreed to sell two at a discounted price to Bristol Parks. The selling price is normally \$549.95 but they offered to sell two for \$409.95 each. Since these would encourage kids to be washing their hands at a time this is very important, the group felt that this might be a reimbursable expense for COVID-19. Clyde made a motion to buy two, Sandra seconded, and motion carried.

Chair racks need to be built or purchased for rentals at the beach. Clyde shared information about a rack on wheels for \$180 that could be rolled outside so visitors could see them. Clyde made a motion to order the rack, Sandra seconded, and motion carried.

Neal will be installing donation boxes at both the beach and lighthouse that drop directly into the booths. Neal also will be installing digital locks throughout the parks and Lara will provide a list of the codes needed for all the doors at the various parks.

Public Comments:

Pat mentioned that the Area Maps are printed and ready to be picked up. Lara will send a maintenance staff member to pick these up on Thursday or Friday.

Meeting adjourned at 7:55 p.m.